

**Minutes of the
City Commission for the City of Traverse City**



Regular Meeting

July 5, 2016

A regular meeting of the City Commission of the City of Traverse City was called to order at the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, at 7 p.m.

The following Commissioners were in attendance: Mayor Jim Carruthers, Mayor Pro Tem Ross Richardson, Brian Haas, Gary Howe, Amy Shamroe, and Tim Werner.

The following Commissioner was absent: Richard I. Lewis.

The Pledge of Allegiance was recited.

Mayor Carruthers presided at the meeting.

As requested by Mayor Pro Tem Ross Richardson, Agenda Item 2(b) was removed from the Consent Calendar for individual consideration by the Commission.

2. Consent Calendar

Moved by Howe, seconded by Shamroe, that the following actions as recommended on the amended Consent Calendar portion of the Agenda be approved:

- a. the minutes of the June 20, Regular Meeting, be approved.
- b. Removed from the Consent Calendar.
- c. an amendment to the Traverse City Code of Ordinances, *Single Transaction Authority of City Manager*, which would increase the City Manger's single transaction spending authority from \$7,000 to \$9,000, as allowed by City Charter Section 40, which was introduced June 20, 2016, be enacted with an

effective date of July 15, 2016; and that the City's Purchasing and Contracting Policies and Procedures be amended to reflect the change in single-transaction spending authority as submitted with the packet materials for the July 5, 2016, City Commission meeting.

- d. the City Manager be authorized to issue two blanket purchase orders: one to Elmer's in the amount of \$50,000 and one to ATP Precision Paving in the amount of \$20,000 for asphalt with funds available in the various Street budgets.
- e. the Mayor and City Clerk execute an amendment to the contract with Scodeller Construction (originally authorized on August 3, 2015) in the amount of \$65,000, more or less, which would extend the contract to the 2016/2017 fiscal year, such amendment subject to approval as to its substance by the City Manager and its form by the City Attorney, and that the City Manager be authorized to extend the contract to the 2017/2018 fiscal year, with funds available in the Capital Improvement Fund.
- f. the City Manager be authorized to issue two blanket purchase orders: one to Elmer's in the amount of \$15,000, one to Concrete Service in the amount of \$15,000, for concrete with funds available in the various Street Budgets.
- g. City Manager be authorized to issue a purchase order to Signature Ford of Owosso, in the amount of \$59,831 for the purchase of one 2017 Ford Escape and one 2017 Ford Explorer to be used by the Police Department, with funds available in the Garage Fund for these planned replacements.
- h. the Mayor and City Clerk execute a three-year contract with Mead & Hunt, Inc., in the amount of \$37,250, annually, for the Cross Connection Control Program, such contract subject to approval as to its substance by the City Manager and its form by the City Attorney, with funds available in the Water Fund.
- i. an amendment to the Traverse City Code of Ordinances, Chapter 1020, *Clarification for Publishing Public Hearing Notice for Vacation of Streets and Alleys*, which would eliminate the requirement to publish the resolution with the notice of public hearing, be introduced and scheduled for possible enactment on August 1, 2016.

- j. the Mayor and City Clerk execute an amendment to the Parking Area Lease with River's Edge West Condominium Association for Lot Q (originally authorized July 20, 2009), which would allow use of the lot with permission from the lot owner and the City for non-public parking purposes, such amendment subject to approval as to its substance by the City Manager and its form by the City Attorney.
- k. the Mayor and City Clerk execute an amendment to the agreements with Edany/BLT and T.C. Watersports (originally authorized November 2, 2015), for concessions at Clinch Park and Hickory Hills, giving the City Manager authority to authorize minor adjustments to their agreements similar to those described in the memo from Parks and Recreation Superintendent dated June 15, 2016, such amendment subject to approval as to its substance by the City Manager and its form by the City Attorney.

CARRIED unanimously. (Lewis absent)

Items removed from the Consent Calendar

a.

Consideration of authorizing a contract for the 2016 Lead Gooseneck Replacement Project.

The following addressed the Commission:

Marty Colburn, City Manager

Moved by Richardson, seconded by Shamroe, that the Mayor and City Clerk execute a contract with Alpers Excavating, Inc. in the amount of \$235,879, more or less, for the 2016 Lead Gooseneck Replacement Project, such contract subject to approval as to its substance by the City Manager and its form by the City Attorney, with funds available in the Capital Projects Fund.

CARRIED unanimously. (Lewis absent)

3. Old Business

3(a).

Consideration of modifying the September 8, 2015, City Commission action regarding the allocation of \$300,000 in Brown Bridge Trust Parks Improvement Funds to provide for matching funds to be released as funds become available and individual projects at the Brown Bridge Quiet Area are approved by the Commission; and consideration of releasing \$10,000 of the \$300,000 allocation for the placement of a footbridge to connect hiking trails across the Boardman River, as recommended by the Brown Bridge Advisory Committee; and authorizing any necessary agreements.

The following addressed the Commission:

Marty Colburn, City Manager

Steve Largent, Grand Traverse Conservation District Team Coordinator

Moved by Shamroe, seconded by Werner, that the portion of the City Commission action of September 8, 2015, regarding the inclusion of \$300,000 in the Capital Improvement Plan from the Brown Bridge Trust Parks Improvement Fund for improvements to the Brown Bridge Quiet Area be superseded to indicate that funds may be spent as matching funds are available, with the City Commission to approve projects and the release of such funds on a project-by-project basis; and that the City Commission acknowledges the \$13,000 cash donation for the East End Footbridge Project at the Brown Bridge Quiet Area as matching funds, with \$13,000 in Brown Bridge Trust Parks Improvement Funds to be released as a match to such private donation for associated expenses with this project; and finally, that the Mayor and City Clerk execute necessary agreements associated with this project as appropriate, such agreements subject to approval as to their substance by the City Manager and their form by the City Attorney.

CARRIED unanimously. (Lewis absent)

3(b).

Consideration of adopting a resolution to place a proposal on the November 8, 2016, ballot which would amend the City Charter at Section 144 to eliminate the requirement that petitions for an ordinance referendum or initiative be

accompanied by an affidavit and instead sign an acknowledgement provided by the City Clerk at the time of filings.

The following addressed the Commission:

Marty Colburn, City Manager
Benjamin Marentette, City Clerk

Moved by Richardson, seconded by Howe, that the Resolution to Amend Section 144 of the City Charter of Traverse City Relating to Affidavit for Initiatory and Referendary Petitions, which would schedule the proposed amendment to the City Charter for November 8, 2016, be adopted.

CARRIED unanimously. (Lewis absent)

3(c).

Consideration of adopting a resolution to place a proposal on the November 8, 2016, ballot which would amend the City Charter at Section 144 to delete the requirement that the circulator of an ordinance referendum or initiative be an adult City resident, which has been voided by state law.

The following addressed the Commission:

Marty Colburn, City Manager

Moved by Richardson, seconded by Shamroe, that the Resolution to Amend Section 144 of the City Charter of Traverse City Relating to the Circulator of Initiatory and Referendary Petitions, which would schedule the proposed amendment to the City Charter for November 8, 2016, be adopted.

CARRIED unanimously. (Lewis absent)

4. New Business

4(a).

Consideration of accepting a \$45,000 grant from the Michigan Natural

Resources Trust Fund for Clancy Park Improvements and allocating \$49,000 in Brown Bridge Trust Parks Improvement Funds for the project as a match to the grant and \$4,000 raised from neighboring residents.

The following addressed the Commission:

Marty Colburn, City Manager

Moved by Howe, seconded by Haas, that the Resolution Accepting the Michigan Natural Resources Trust Fund Grant for Clancy Park Improvement Project, be adopted, and that the City Manager be authorized to execute related grant agreements, further, that \$49,000 be allocated from the Brown Bridge Trust Parks Improvement Fund to the Clancy Park Improvement Project, subject to a match of \$49,000 provided by the Michigan Natural Resources Trust Fund Grant and Neighborhood Contribution.

CARRIED unanimously. (Lewis absent)

5. Appointments

None.

6. Reports and Communications

The following were received and filed:

- a. Reports, announcements and correspondence from the City Manager.
- b. Announcements from the City Clerk.
- c. Reports, announcements and correspondence from the Mayor and City Commissioners.
- d. Reports and correspondence from other City officials, boards and committees.
 1. Reports from members of the Commission serving on boards.

2. Minutes of the Human Rights Commission meeting of April 11, 2016.
 3. Minutes of the Traverse City Light and Power Board meeting of May 10, 2016.
 4. Financial Statements for March 2016 from Traverse City Light and Power.
- e. Reports and correspondence from non-City officials.
1. Monthly Operations Report for the Wastewater Treatment Plant from CH2M for May 2016.

7. Public Comment

Reserved.

None

1. General.
2. Mayor and City Commissioners.

8. Adjournment

There being no objection, Mayor Jim Carruthers declared the meeting adjourned at 7:33 pm.

Benjamin Marentette, MMC
City Clerk

Approved: _____, _____
(Date) (Initials)